

DEPARTMENT OF THE NAVY
Office of the Chief of Naval Operations
Washington, DC 20350-2000

OPNAVINST 1700.7D
NMPC-65
27 October 1988

OPNAV INSTRUCTION 1700.7D

From: Chief of Naval Operations
To: All Ships and Stations (less Marine Corps field addressees not having Navy personnel attached)

Subj: **RESPONSIBILITY FOR MORALE, WELFARE, AND RECREATION (MWR) PROGRAMS IN THE NAVY**

Ref: (a) NAVCOMPT Manual, Vol. 7
(b) SECNAVINST 7000.23A
(c) SECNAVINST 5312.13A (NOTAL)
(d) OPNAVINST 5040.7J
(e) NAVSO P-3520
(f) SECNAVINST 7000.22 (NOTAL)
(g) SECNAVINST 7548.1 (NOTAL)

Encl: (1) Responsibility for Resale Functions in the Navy
(2) Fiscal Oversight Reviews

1. Purpose. To revise responsibility for policy, overall coordination and execution of Morale, Welfare, and Recreation (MWR) programs within the Navy. This instruction is a complete revision; consequently, symbols to denote deleted, revised, or added paragraphs are not reflected.

2. Cancellation. OPNAVINST 1700.7C

3. Background. For purposes of this instruction, MWR programs include those categories of activities listed and defined in reference (a). Financial considerations impacting upon various MWR program elements are interrelated. Common review and coordination of all program requirements is essential to achieve the most cost-beneficial use of limited resources available for supporting MWR services. Specific MWR programs must be viewed in terms of their relative value within an overall program concept rather than unilaterally pursued as separate, unrelated functions.

4. Policy

a. Adequate MWR services are essential to the effective functioning of the Navy. Commanders

must devote necessary attention and authorize resources to effectively provide and manage such services. The chain of command is responsible for the management, control and fiscal oversight, and review of MWR programs under their command. Reference (b) provides Department of the Navy policy regarding funding of MWR programs. Reference (c) provides policy on the assignment of appropriated fund personnel, military and civilian, to manage, operate, and support MWR programs and activities.

b. The availability of adequate facilities is essential to providing high quality MWR services. Unwarranted proliferation and duplication of comparable facilities and services, however, is counterproductive to overall program effectiveness. The chain of command must exercise overall control of the size and scope of MWR programs. The MWR Policy Board will ensure nonappropriated funds available for MWR facility improvement are being used according to overall program priorities. Echelon 2 commanders shall ensure that improvements to MWR facilities within their cognizance are valid requirements and that they meet the following criteria: (1) functional acceptability, (2) proper location, (3) accommodation of long-range interest, and (4) participation value proportionate to investment.

c. The sale of merchandise and services within the Department of Defense is a matter of continuing concern and close review by the Congress. The policy and guidance in enclosure (1) shall be followed within the Navy.

5. Responsibility

a. The Chief of Naval Personnel (CHNAV-PERS) is designated as the agent of the Chief of Naval Operations responsible for overall policy concerning MWR programs within the Navy and for coordinating the various program elements to achieve the overall most cost beneficial approaches to their operation. In fulfilling this responsibility, CHNAV-PERS shall review program and financial plans and projections of respective program managers to ensure the most cost-effective use of

resources available to support the overall MWR program. This shall include prioritizing various program elements.

b. CHNAVPERS shall be assisted in fulfilling these assigned responsibilities by an MWR Policy Board. In addition, a Commanding Officer's Steering Group will provide advice to the Board.

(1) The MWR Policy Board membership consists of one representative each from Commander in Chief, U.S. Pacific Fleet (CINCPACFLT); Commander in Chief, U.S. Atlantic Fleet (CINCLANTFLT); Commander in Chief, U.S. Naval Forces, Europe (CINCUSNAVEUR); Chief of Naval Education and Training (CNET); Commander, Naval Reserve Force (COMNAVRESFOR); Commander, Navy Resale and Services Support Office (COMNAVRESSO); Commander, Naval Military Personnel Command (COMNAVMIIPERSCOM); one representative from all other Echelon II commands; and the Master Chief Petty Officer of the Navy as the Senior Enlisted Advisor. The importance of the Board is sufficient to warrant the designation of flag officer representatives. CHNAVPERS shall chair the Board. The MWR Policy Board will:

(a) Meet at the call of the chairperson; serve to accommodate the interests of the chain of command; and provide the medium for input to develop policy and procedures in the MWR area.

(b) Review the financial projections and plans for the various program elements and evaluate their effectiveness.

(c) Make recommendations concerning changes of policy where necessitated by evolving situations, as well as use of available resources, priorities among program elements, and realignments where warranted.

(2) The Commanding Officer's Steering Group membership will consist of one 0-6 representative each from CINCPACFLT, CINCLANTFLT, CINCUSNAVEUR, CNET, COMNAVRESFOR, and one representing the interests of all other Echelon II commands. Members will serve staggered two year terms to provide continuity. The Steering Group will meet coincident

with the MWR Policy Board Working Group and the MWR Policy Board to provide the shore commanding officer's perspective on all proposed Policy Board agenda items submitted through the chain of command.

c. Technical and program management responsibility for respective MWR program elements is assigned as follows:

(1) The foregoing notwithstanding, Commander, Naval Supply Systems Command (COMNAVSUPSYSCOM) is designated program manager for the Navy Exchange and Navy Lodge Program, and, as such, is responsible for:

(a) Providing primary support, including technical control, operational policies and procedures, and retail management responsibilities for the operation of Navy Resale Activities and Detachments, to be exercised through Commander, Navy Resale and Services Support Office.

(b) Providing administrative and technical guidance for the operation of Navy Exchanges, Navy Lodges, and Navy Ship's Stores Afloat.

(c) Establishing appropriate procedures for auditing Navy Exchanges and Navy Lodges per reference (d).

(d) Command and support of the Navy Resale Services and Support Office (NAVRESSO) which exercises administrative, technical, and fiscal direction of the Navy Exchange and Navy Lodge Program.

(e) Implementing policy and establishing procedures for the acquisition, administration, and utilization of Navy Lodges.

(2) COMNAVMIIPERSCOM is designated as the program manager for Navy Recreational Services Programs including all military and civilian recreation activities, bingo, civilian cafeterias, messes (clubs), membership associations (other than private organizations as defined in Article 075261 of reference (a)), and supporting nonappropriated fund instrumentalities (NAFIs),

as well as nonappropriated billeting funds supporting Bachelor Officer and Bachelor Enlisted Quarters. COMNAVMILPERSCOM is responsible for:

(a) Equitably distributing and monitoring the effective use of nonappropriated fund (NAF) resources available for supporting MWR activities.

(b) Developing and issuing fiscal management and control procedures necessary for protection and efficient administration of NAF resources supporting MWR activities.

(c) Establishing and issuing appropriate procedures and instructions for use by commanders in exercising their responsibility for audits and fiscal oversight reviews of NAFIs supporting MWR activities per reference (e).

(d) Conducting fiscal oversight and management reviews of Recreational Services and billeting fund NAFIs to help ensure continuing effectiveness and protection of assets. These reviews complement those required by the chain of command. COMNAVMILPERSCOM also coordinates system audits/reviews of Recreational Services NAFIs by certified public accountants. The scope of COMNAVMILPERSCOM fiscal oversight reviews is further explained in enclosure (2).

(e) Providing administrative and technical guidance to effect the most efficient management, operation, and delivery of high quality recreational services to patrons.

(f) Managing the Navy Motion Picture Service, Brooklyn, New York.

(g) Managing U.S. Naval Joint Service Activity, The New Sanno, Tokyo, Japan.

(3) Enclosure (1) delineates specific resale responsibilities under the cognizance of COMNAVSUPSYSCOM and COMNAVMILPERSCOM

and provides amplifying guidance for the execution of such responsibilities.

(4) Technical and program management responsibility for other MWR program elements shall continue as assigned in references (f) and (g).

(5) The chain of command is responsible for monitoring MWR activities servicing the Navy population. It should maintain a continuing review of such operations to ensure their effectiveness to the same extent as all other elements of command responsibility. To this end, MWR operations shall be included in command inspections conducted per reference (d).

6. Action

a. CHNAVPERS shall initiate continuing action to comply with the designated responsibility and to coordinate the functioning of the MWR Policy Board.

b. Designated program managers shall comply with prescribed responsibilities.

c. Commanding officers operating MWR activities shall effect appropriate corrective action concerning findings and recommendations of fiscal oversight reviews conducted by respective program managers and shall comply with prescribed follow-up procedures per reference (e).

d. Intermediate levels of command shall ensure compliance with the policy and specific provisions delineated in this instruction.

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27 OCT 1988

RESPONSIBILITY FOR
RESALE FUNCTIONS WITHIN THE NAVY

1. Policy

a. It is Navy policy that the resale of merchandise and services shall follow the provisions of SECNAVINST 4060.1 (NOTAL) and as amplified here. Navy Exchanges shall be the primary source of resale merchandise and services on Navy installations. Exceptions to this policy shall be authorized only in those instances where the types of merchandise and services being sold are directly related to the purpose and function of a specific MWR activity, and where it is determined that a resale requirement of a particular MWR activity cannot be met in a responsive manner by a military exchange or, in the case of civilian MWR activities, as outlined in the enclosures to reference (g).

b. In general, resale functions within the Navy are performed for the primary purpose of providing essential retail merchandise, as well as food, personal, and recreational services at reasonable costs to active duty personnel and their dependents. In addition, they serve to generate funds to supplement the operation of recreational programs. All resale operations should be responsive to the needs of such personnel and essential elements of their control are the responsibility of command.

2. Types of Resale. Resale functions in the Navy are categorized as follows:

a. Resale of merchandise and services to eligible patrons.

b. Functions for which charges are assessed and which provide recreational, social, entertainment, or amusement services to eligible patrons. Some retail functions associated with recreation activities, as identified in paragraph 3b, are integral to the effectiveness of such activities and are not pursued as resale activities in themselves. The assessment of fees or charges for patron participation in activities of a recreational nature is not considered a resale function.

3. Responsibility for Resale Functions

a. Resale functions categorized in paragraph 2a shall be performed under the program managership of COMNAVSUPSYSCOM through outlets under the command of COMNAVRESSO. Such functions shall include:

Enclosure (1)

27 OCT 1988

(1) Retail merchandise sales outlets.

(2) Barber, optical, florist, laundry, dry cleaning, tailoring, beauty, automotive, portrait, photo finishing, engraving, and similar personal services facilities.

(3) Name brand fast food franchises and concessions; and over-the-counter food service including delicatessens, ice cream shops, snack bar and fast food facilities, cafeterias, refreshment stands, beer bars, automatic snack bars, mobile canteens, etc. (other than those operated by commissioned officers', chief petty officers', petty officers', enlisted, and consolidated messes as part of their overall mission, and food service outlets located in or at recreation facilities).

(4) Package liquor, wine, malt, and nonalcoholic beverage products. Navy Messes may sell six-pack containers of malt beverages for off-premise consumption. Messes are also authorized to sell keg beer for off-premise consumption provided the Navy Exchange is unable to provide such service.

(5) Sales and rentals of video cassette tapes and video cassette recorders.

(6) Taxi service, auto rental, truck rental, non-recreational trailer rental, car carrier top rental, manned phone centers, mini-storage facilities, locker clubs, lodges, new U.S. auto sales in overseas locations, and other authorized services of a personalized nature.

(7) General equipment rentals. Examples of the types of items to be rented are listed on page 7 of this enclosure.

(8) Vending machines dispensing a consumable product or personal service. Vending machines as here authorized shall be any self-service device which, upon insertion of coins or tokens or by similar means, dispenses unit portions of goods and services.

(9) Concession and contract operations which provide merchandise or services other than those provided for Recreational Services.

(10) Coin operated amusement machines. Coin operated pool tables, shuffle boards, jukeboxes, and video music systems will be operated by Recreational Services, unless the local command determines that the Navy Exchange should operate them. Slot machines and similar gaming devices will be operated by Recreational Services. (Coin operated amusement machines may be operated by Recreational Services in those locations where no

27 OCT 1988

Navy Exchange is in operation or when mutually agreed by COMNAVRESSO and COMNAVMILPERSCOM.)

(11) Pay telephones. (Pay telephones may be managed under Recreational Services in those locations where no Navy Exchange is in operation or when mutually agreed by COMNAVRESSO and COMNAVMILPERSCOM.)

b. Resale functions categorized in paragraph 2b shall be performed under the program managership and through activities operated under the technical cognizance and supervision of COMNAVMILPERSCOM. Such functions shall include:

(1) Bowling centers, golf courses, tennis complexes, and physical activity complexes/centers. Associated Pro Shops and related resale outlets may be operated as integral elements of these facilities for the resale of pro-line sporting goods and related items on pages 8 and 9 of this enclosure. Equipment rental, locker room facilities and instruction shall be provided as integral elements of the basic facility.

(2) Food service operations in or at bowling centers, golf courses, child development/youth centers, and fitness/sports complexes (does not include name brand fast food franchise or concessions in these facilities).

(3) Theaters.

(4) Serviced theater snack bars (does not include coin operated product vending machines at theaters).

(5) Hobby Shops. Resale outlets for hobby craft material may be operated as an integral element of the basic facility. The Navy Exchange may also sell these items in the retail store.

(6) Automotive Hobby Shops. Recreational Services may sell installed auto parts (both "in stock" items and "special order"), and consumables and supplies for on premise use or consumption at the automotive hobby shop. Any like items (model number and vendor) stated in Navy Exchange Price Agreement Bulletins (PABs) shall be procured from the PAB source. Recreational Services can special order only other automotive related items not available in the local Navy Exchange or PAB. Recreational Services will not sell tires, batteries, or automotive sound systems.

27 OCT 1988

(7) Sailing facilities, riding stables, golf driving ranges, boat marinas, fishing boats, skeet ranges, recreational camping areas, and all other similar recreational activities or facilities for which patron charges are normally levied. Resale merchandise sold through these facilities shall be limited to items directly supporting the recreation operation.

(8) Recreation equipment rentals. Examples of the types of items to be rented are listed on page 10.

(9) Recreation Centers. Facilities which are available to all personnel and provide a medium for social recreation, such as dances, parties, live entertainment, etc., and for informal or passive organized leisure time activities such as reading lounges, TV lounges, game rooms, etc.

(10) Child Development Centers. The sale of sundry items incidental to the effective operation of child development centers or in support of Family Home Care may be provided as integral elements of the basic facility or service.

(11) Travel services. Tickets, tours and reservations (includes unofficial airline travel contracts).

(12) Carnivals, circuses, flea markets, and special entertainment events.

(13) Vehicle storage (other than vehicles stored in mini-storage units).

(14) Commissioned Officers', Chief Petty Officers', Petty Officers', Enlisted, and Consolidated Messes. Tobacco products may be sold in these messes only on a unit package basis and limited to two packages of cigarettes per patron or a comparable limit for other tobacco products.

(15) Alcoholic beverage package stores in selected areas, i.e., in those locations where no Navy Exchange is in operation or when mutually agreed by COMNAVRESSO and COMNAVMIIPERSCOM.

c. Resale functions for civilian MWR activities shall be governed in accordance with the enclosures to reference (g).

4. Competition. Unwarranted proliferation of competitive resale outlets is counterproductive to the overall effectiveness of providing adequate MWR services within the Navy. It is the responsibility of command to control competition among resale outlets locally to ensure that the overall interests of the

27 OCT 1988

patron population are collectively best served. In fulfilling this responsibility, commands shall adhere to the following:

a. Sales outlets shall not engage in practices designed to compete with or solicit patronage away from other outlets authorized to provide comparable goods or services through pricing, promotion or other approaches.

b. Existing coffee messes which are limited to providing coffee, tea, cold beverages, and pastries to work groups at fees necessary to recoup only the cost of items served are not considered as competing resale outlets. However, some expanded coffee messes are involved in extensive food preparation and retailing of assorted merchandise and services in addition to offering customary beverages and pastries. This results in unwarranted proliferation and competition among resale outlets. Operating these expanded food resale outlets is prohibited unless authorized as an Auxiliary Resale Outlet (ARO) under the provisions of OPNAVINST 4060.4. AROs and coffee messes as described above shall not engage in food preparation, and all food items, when available, shall be procured from Navy Exchanges at established retail selling prices less ten percent. Request for waivers for food resale outlets other than AROs shall be submitted to CHNAVPERS via the chain of command, COMNAVRESSO and COMNAVMILPERSCOM.

c. General mess facilities shall not provide civilian or family dining service in competition with other food service outlets identified in paragraphs 3a(3), 3b(2) and 3b(14). Exceptions to this provision may be considered by the respective program managers where justified in overseas and isolated areas, on special holidays and in support of families under permanent change of station orders.

d. In those instances where the sale of similar items or services by more than one category of resale outlet is herein authorized, or when mutually agreed by COMNAVRESSO and COMNAVMILPERSCOM, local commands shall not allow the exclusive sale of such items or services in only one category of outlet. Additionally, local commands will ensure that to the most practical extent, prices of like items sold in different categories of outlets will be uniform. This policy is not to preclude periodic sales or specials offered on a one time basis.

e. If local commands determine that resale services are not being provided to patrons in a responsive, cost-effective manner through outlets operated by the Navy Exchange, or if Navy Exchange profits are not consistent with its assigned mission,

27 OCT 1988

such lack of responsiveness shall be reported to COMNAVRESSO via the chain of command, if applicable, with a copy to COMNAVSUPSYSCOM.

f. The assignment of functional responsibility for new resale functions or resale functions not addressed in this instruction, and requests to realign functional responsibilities delineated here shall be requested from COMNAVMILPERSCOM and COMNAVRESSO prior to establishing or realigning the resale function. In instances where mutual agreement cannot be reached between the program managers, requests shall be referred to CHNAVPERs for resolution.

g. Program management cognizance of sales outlets existing at the time of this issuance which is contrary to the guidance prescribed shall be shifted following the procedures issued by COMNAVMILPERSCOM and COMNAVRESSO, except in those cases where a deviation has been requested and approved by COMNAVMILPERSCOM and COMNAVRESSO.

h. Sales of merchandise or services by private organizations such as shooting, fishing, camera, audio, or wives clubs shall be limited only to occasional "sales" for fund raising purposes and should not be of a frequent or continuing nature. Further, sales are subject to the provisions of DOD Instruction 1000.15 of 22 September 1978 and Article 075261 of reference (a).

Enclosure (1)

27 OCT 1988

GENERAL EQUIPMENT RENTAL ITEMS

Hospitality Items

Banquet Table
Folding Table
Bathroom Items
Bedroom Items
Card Table and Chairs
Chafing Dish
Coffee Maker
Cot
Electric Frying Pan
High Chair
Ice Crusher
Kitchen Items
Porta Crib
Chair
Bowl Set
Roll Away Bed
Round Table

Miscellaneous

Television
Snow Blower
Santa Claus Suit
Roller Massage
Child Restraint Seat
Electric Heater
Polaroid Camera
Instamatic Camera
GI Can
Hand Truck
Metal Detector
Movie Projector
Movie Screen
Slide Projector
Refrigerator Dolly
Electric Fan

Cleaning Equipment

Floor Edger
Floor Sander
Floor Buffer
Wet and Dry Vac
Upholstery Head
Rug Shampooer

Hand Tools

Bar Clamp
Cross Cut Saw
File
Crow Bar
Claw Hammer
Ball Peen Hammer
Pry Bar
Wood Drill
Hack Saw
Hand Planer
Tape Measure
Level
Miter Box and Saw
Plumber's Snake
Propane Torch Kit
Socket Set
Drop Light
Square
Level

Wood Chisel
Key Hole Saw
C Clamp
Pipe Wrench
Tin Shears
Tap and Die Set

Power Tools

Auto Buffer
Belt Sander
Electric Drill
Electric Planer
Extension Cord
Hammer Drill
Hydraulic Log Splitter
Jig Saw
Sander Vibrator
Sawsall
Skill Saw
Submersible Pump
Router

Lawn and Garden

Weed Cutter
Tamp
Pruning Shears
Wheelbarrow
Tree Trimmer
Tree and Cross Cut
Saw
Lawn Edger
Wedge
Split Maul
Weed Cutter
Fence Post Driver
Fertilizer Spreader
Flower Spade
Grass Snips
Hedge Trimmer (Hand)
Hedge Trimmer (Elec)
Hoe
Stepladder
Ladder
Lawn Roller
Lawn Mower
Pick Axe
Pitch Fork Spade
Post Hole Digger
Pruning Saw
Rakes
Rototiller
Shovel and Spades
Sledge Hammer

RECREATIONAL SERVICES
GUIDELINES FOR SPORTING GOODS RESALE
(Golf, Tennis, Bowling and Sports/Swimming/Fitness Activities)

Recreational Services can operate resale of signature line and "program logo" clothing, pro-line equipment, and accessory merchandise which can be worn or used during the recreation activity where it is sold. Any like item (model and vendor) stated in Navy Exchange (NEX) Price Agreement Bulletin (PAB) shall be procured from PAB. Recreational Services can only special order other sports related items not available in local NEX or PAB. Inclusive list of resale type merchandise that can be sold by Recreational Services follows:

GOLF

Clothing

Shirts	Blouses
Sweaters	Jackets
Socks	Shoes
Hats	Skirts
Belts	Purses
Shorts	Slacks
Rain Suits	

Equipment

Clubs	Shag Bags
Gloves	Umbrellas
Balls	Ball Retrievers
Bags	Putters/Wedges
Pull Carts	Utility Clubs

Accessories

Tees	Head Covers
Spikes	Travel Bags
Shoelaces	Towels
Pro Grip	Bag straps
Band-Aids	Rule Books
Golf Tubes	Tape

TENNIS

Clothing

Shirts	Warm-ups
Shorts	Hats/Visors
Sweaters	Dresses
Peds	Tennis Shoes
Skirts	Socks

Equipment

Racquets	Ball Hoppers
Balls	Head Bands
Grips	Strings
Gloves	Wrist Bands

Accessories

Head Tape	Grip Tape
Elbow Locks	

27 OCT 1988

RECREATIONAL SERVICES
GUIDELINES FOR SPORTING GOODS RESALE (continued)

SPORT/SWIM/FITNESS

Clothing
Shorts
Warm-Ups
Swimwear
Sweat Clothes
Shirts*
Shoes**

Equipment
Bag
Rule Books
Balls
Trophies
Weightlift Gloves
Competition Stop Watch
Racquetball Eye Guard
Squash Racquet
Racquetball Racquet
Eye Protector
Racquetball Gloves
Weightlift Belt
Softball Gloves
Roller Skate Gear
Racquetball
Tennis Racquet

Accessories
Eyeglass Holders
Swimming Goggles
Swim Caps
Towels
Nose Clips
Shoelaces
Whistles
Lanyards
Knee Pads
Elbow Pads
Socks
Athletic Supporters
Wrist Bands
Head Bands
Hats
Visors

BOWLING

Clothing
Shoes
Shirts
Socks

Equipment
Balls
Pool Cues
Dart Boards
Bags
Pool Cases
Darts

Accessories
Shoelaces
Band-Aids
Stay Dry
Skin Patch
Pom Poms
Pro Grip
Hand Conditioner
Record Books
Thumb Inserts
Towels
Bowler Tape
Wristlets
Accessory Bags
Gloves
Shoe Brush
Cue Tips

* Shirts with MWR logo.

** Shoes limited to top of the line and brands not carried by local NEX; and special orders only when not available through NEX.

27 OCT 1988

RECREATIONAL SERVICES EQUIPMENT RENTALS

Athletic/Recreation

Balls
Bats
Gloves
Racquets
Games
Snow Ski and Water Ski Equipment
Swim and Snorkel Gear
Ice/Roller Skates
Bicycles
Toboggans
Golf Club Sets
Surfboards

Camping and Picnic

Overnight Backpack Equipment
Camping Trailers and Tents
Car Luggage Racks, Trailer Hitches and Safety Accessories
Camping Gear (example: Sleeping Bags, Cooking Equipment, Cots, Lantern, Ice Chest, Propane/Catalytic Heater and Fuel, etc.)
Barbecue
Portable Gas Grill

Fishing and Boating

Fishing Boat, Motor and Trailer
Canoe and Paddles
Raft and Paddles
Oars and Locks
Life Jackets
Boat Anchor
Fishing Equipment
Rod and Reel Sets
Fish Cleaning Sets
Tackle Box
Fishing Guide Book
Bait, Resale

27 OCT 1988

FISCAL OVERSIGHT REVIEW

Oversight reviews performed by COMNAVMILPERSCOM (as recreational services program manager) of selected high risk fiscal areas complement chain of command audits and reviews conducted by local internal review staffs, audit boards, etc. These reviews are not intended as full scale audits conducted following generally accepted auditing standards, but use selected audit steps for high risk fiscal areas, e.g. cash, inventories, payroll, etc., selected for review.

In conducting oversight reviews, several types of audit procedures may be used including: financial, compliance, operational and management auditing. Special programs and internal control questionnaires are used as part of the fiscal oversight review procedures, containing many aspects of a financial and compliance audit. These reviews comply with government auditing standards to the extent that selected audit steps are performed.

Per NAVCOMPT Publication NAVSO P-3520 (Financial Management Policies and Procedures for MWR Programs) and other pertinent policy instructions dealing with reviews/audits (SECNAVINST 7510.7C and .8C, OPNAVINST 7510.3, OPNAVINST 5040.7J, OPNAVINST 1700.7D, NAVCOMPT Manual 012100-7), COMNAVMILPERSCOM (NMPC-65) issues appropriate procedures and instructions (e.g., COMNAVMILPERSCOM 7510.2) to local commands as guidance for fiscal oversight reviews of NAFIs supporting MWR activities.

COMNAVMILPERSCOM fiscal oversight reviews include evaluations of reviews performed by local internal review staffs and audit boards. An on-the-job training program is offered to the local commands by COMNAVMILPERSCOM to help people assigned to perform local NAFI fiscal oversight reviews.

Enclosure (2)